Early Literacy Implementation 279.68

Reporting for Non-FAST Districts

Agenda

- Review of universal screening requirements
- Review of data transfer from SIS
- Review of access to Iowa TIER
- Process for uploading universal screening data
  - File layout for assessment data
  - Upload of assessment data
  - Review assessment data
- Next steps

Review of Universal Screening Requirements

- Assessment windows
  - Fall: August 28-October 10
  - Winter: January 12-February 6
  - Spring: April 27-May 22

- Expectation is that all students are assessed in grades K-3 using a state-approved screening measure
  - Students in programs, day facilities, and residential facilities should be screened
  - Department will work off-line with districts not using an approved measure to plan for compliance

Review of Data Transfer from SIS

- All student and staff data EXCEPT the universal screening assessment scores are transferred into Iowa TIER from your student information system (SIS)
  - If something doesn't look right, the first place to check for an error is in your local SIS

- For information about which data elements are required, please refer to the document "Required Data Entry in SIS for Iowa TIER 2014_15_version 5"

Review of Access to Iowa TIER

- Any staff who you would like to have access to Iowa TIER, must have their Iowa TIER role entered into your SIS
  - Instructions were sent to each district for each SIS in the document "Adding TIER roles – (SIS name)"

- Staff also need a work email entered into the SIS, and an A&A account and access to the Iowa Education Portal under the same email
- To have the ability to upload assessment data, each district must have at least one person identified with the role of Internal Coach
  - You can have 1-2 internal coaches per building
  - The internal coach role is the only role that can request Iowa TIER help in the ticket system

Process for Uploading Universal Screening Data

- Upload data for each season during the assessment window, or up to one week after the assessment window closes
  - We are playing catch up this year, but this plan will be in place for Spring
  - Data will not be accepted at this time for grades 4-6 or for assessments that aren't approved for grades KG-3

- The file layout must be used for data uploads
  - Files must be in csv or txt format
  - Errors must be addressed so that all students who were tested are uploaded into Iowa TIER

- Refer to instructions for uploading data in file called "Upload Non-FAST Assessments"
  - Upload should be accessible to districts during the first week of March
  - Be sure to review data in one-click reports

Next Steps

- DE is in the process of validating the student/staff data that is being transferred from your SIS – you will be contacted if there are any issues to work through

- Continue to work so that all required data elements are added into your SIS, including staff access roles

- Prepare assessment files according to file layout

- Begin upload of data starting in the first week of March

- Review data in one-click reports

- Upcoming communication from DE on reporting requirements for progress monitoring data